

RECRUITER

OCTOBER 2002

The magazine for the Air Force recruiting professional



www.AFRecruiting.com
hits the Internet

Peak Performers

Top EA Recruiters

Name	SQ/FLT	Net Res	Goal %
TSgt Rodney McDaniel	343/E	16	1600%
TSgt George Lofton	338/C	10	1000%
TSgt Robert Clemons	341/E	16	650%
TSgt Tyrone Williams	341/B	11	550%
SSgt Daniel Hanus	341/B	11	550%
SSgt John Ortiz	338/F	10	500%
TSgt Charles Foster	361/I	5	500%
SSgt Robert Archuleta	336/A	5	500%
SSgt Jeffrey Gregor	339/A	5	500%
MSgt Ronald Moore	369/G	20	500%

Top Flight Chiefs

Name	SQ/FLT	Net Res	Goal %
MSgt Reginald Destin	341/B	35	318%
MSgt Daniel Dostart	343/E	37	247%
MSgt Edward Coull	336/D	28	215%
MSgt Hershel Krigbaum	369/G	28	200%
TSgt Robert Bosch	367/G	36	200%
MSgt Ronnie Giles	344/G	30	200%
MSgt Kent McClure	332/C	28	200%
TSgt John Shaw	343/H	28	200%
MSgt Mike Johnson	318/C	24	200%
TSgt Stephen Mataraza	313/H	22	200%

Top OA Producers

	Physician	Nurse	Dental
1st place	336	344	364
2nd place	318	348	345
3rd place	330	349	343
4th place	337	343	311

Source: AFRS Operations

Information current as of September 20

Cover photo: Tech. Sgt. Noreen Patton, information manager, Headquarters Air Force Recruiting Service, checks out the new AFRS web site.
Photo by Staff Sgt. John Asselin

AFRS Spotlight

Photo by Tech. Sgt. Dan Elkins



Name: Tech. Sgt. Anthony R. Evans Jr.
Job: 330th RCS EA Recruiter, Indianapolis, Ind.
Hometown: Erlanger, Ky.
Time in the Air Force: 14 years
Time in AFRS: 14 months
Prior career field: Communications-computer systems operations apprentice
Hobbies: Working out and golf
What inspires you to do what you do? My desire to be the best at whatever I do and wanting people to know what great opportunities are in the Air Force.
What are your personal and career goals? I want to earn a Gold Badge, make master sergeant, finish my master's degree and retire from the Air Force.
What hints can you give to others about recruiting? Plan your work; work your plan.
What is the best advice you have ever received? Make goal, baby!
What is your personal motto? Work hard, play hard.

Air Force Recruiting Service Editorial Staff

Commander

Brig. Gen. Edward A. Rice Jr.

Chief, Public Affairs

Maj. Terry L. Bowman

Superintendent, Public Affairs

Senior Master Sgt. Linda E. Brandon

Editor

Staff Sgt. John Asselin

Recruiter

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Correspondence should be addressed to AFRS/PAI, 550 D STREET WEST STE 1, ATTN: EDITOR, RANDOLPH AFB, TX 78150-4527. Phone numbers are Commercial (210) 652-5745, DSN 487-5745 or e-mail afrshqpa@rs.af.mil

New AFRS web site ready to help recruiting

**Site improves
flow of
information
throughout
AFRS,
assists
recruiting**

**By Brig. Gen. Edward Rice Jr.
Air Force Recruiting Service**

The new Air Force Recruiting Service web site is up and running, and already being used by many AFRS people. This issue of Recruiter magazine focuses on the new web site, specifically on how to use it and how to make it work for you.

The idea for the new web site started about a year ago with a plan to improve the existing www.rs.af.mil web site. With more than 2,500 recruiting service members around the world, AFRS needed to streamline the flow of information between offices, and this wasn't done effectively with the static, non-interactive www.rs.af.mil site. The bottom line is to help make your jobs easier.

Think of the AFRS web site as a new housing development. Right now we have the roads, electric and water lines, and a few houses — and lots of plans for many more homes and amenities.

The product that's available today is just the beginning. Over time, we'll build new modules to

modernize processes we now do manually. The possibilities are endless, so to keep focused on changes that will actually improve versus hinder your jobs — we need your inputs. If there's a process you do now that can be improved by incorporating it into the new web site, contact your squadron public affairs NCO. They'll pass the information to headquarters and we'll consider it for inclusion as a new module. Remember, the web site is here to help you with your job.

Just like anything new, there will be some bugs, and we'll work them out as we go along. A few have already been identified and are being corrected. Let the public affairs NCOs know what you've found — remember: growing pains are part of the process.

This issue of Recruiter magazine provides a basic introduction to the AFRS web site. As you read it, log on and start exploring the site. The sooner you start using it, the sooner it can start working for you. It's your website, so get involved, use it and help it grow.

Click here: AFRS web site gives recruiters, s

By 2nd Lt. Jason L. McCree
Air Force Recruiting Service

The Air Force Recruiting Service one-stop shop, www.afrecruiting.com, is streamlining the way recruiters and support staffs conduct business.

This new AFRS web site was developed to assist recruiters and support staffs with their day-to-day responsibilities and provide a single location for statistics and information about AFRS.

The first purpose of this web site is to lessen the burden of paperwork for recruiters and support staffs through automation. Some AFRS processes, such as the Recruiter Assistance Program, will gradually phase out the faxes and traditional mail.

The RAP applicant can apply on the web site from their permanent-party base, technical school or Officer Training School and get notice of their acceptance or denial from the web site. The entire process is completed through the Internet.

RAP is only one example of the web site's five automated processes. The AFRS Distinguished Educator Tour is another program that will be completed over the Internet and phase out faxing. Recruiters now nominate local educators through the web site. Educators are electronically approved or denied.

The Delayed Entry Program is another form of automation. DEP Spotlight is a link that features a

support staff one-stop shopping

Before	After
<ul style="list-style-type: none">• www.rs.af.mil• Recruiters had to fax educator tour nominations• Recruiters had to fax RAP applications<ul style="list-style-type: none">• No news on web site• No list of award winners• Man-hour intensive mail outs for scouting program	<ul style="list-style-type: none">• www.afrecruiting.com• Web-based RAP application• Web-based educator tour nominations<ul style="list-style-type: none">• Unit news and announcements• AFRS news releases• Stock photos• Gold Badge and Blue Suit winners• Web-based WEAR application<ul style="list-style-type: none">• Recruiter spotlights• DEP spotlights• AFRS Goal history• Web-based scouting program

picture and background information of a DEPper.

The link also displays a getting ready checklist that provides information for DEPpers preparing for Basic Military Training. The checklist displays information like the type of clothing to wear to BMT, family visitation policies, and what to bring and not to bring to BMT.

Automation is not the only purpose for this site. The second reason AFRS developed the web site was to provide information to the internal and external audience about Air Force recruiting.

The web site contains more than 25 pages of AFRS information. Many recruiter achievements

are highlighted including AFRS Blue Suit winners, Gold Badge winners and Gold Medal winners. Also among the 25 informational pages are AFRS news releases, information for those in the DEP, and nearly 20 Air Force-related links.

In addition to highlighting recruiters' achievements, these pages feature historical information such as goal history since 1955, Air Force demographics, and up-to-date AFRS headquarters and squadron-level news releases.

For more information, please call your squadron PA NCO.

Instruction manual available for new AFRS web site

AFRS to use electronic training workshop

By 2nd Lt. Jason McCree
Air Force Recruiting Service

Air Force Recruiting Service has unveiled its new web site. With AFRS members spread out around the world, training for the new web site has posed a challenge. Headquarters AFRS Public Affairs has tackled this challenge by implementing the electronic training workshop.

Headquarters AFRS has appointed each squadron PA NCO as the point of contact for web site training.

Electronic training process

All PANCOs in AFRS have received an electronic web site training manual. This manual is comprised of user guides and two compact disks, one for the PA NCO and the other for the

squadron commander.

The CD includes a short video briefing with an overview of the web site to include links, information and functions available to members of AFRS. PA NCOs can use this CD to train people in their squadron.

The CD also contains electronic user guides with step-by-step instructions for applying the web site to daily recruiting activities.

This manual and CD provide the squadron PAs with the tools necessary to train their people while not being physically there.

Trouble shooting

PA NCOs are only a phone call away for technical and content-related questions. If PA NCOs need help answering specific web site questions, they can call AFRS PA.

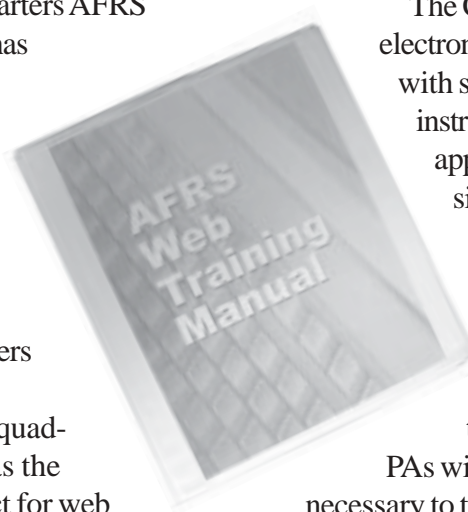
What's in the electronic training workshop?

Training Manual contains:

- Login instructions
- News information
- Scouting Program module information
- RAP module information
 - Educator Tour module information

CD contains

- Electronic userguides
- 7-minute video briefing





New web site streamlines scouting certificate process

By 2nd Lt. Jason L. McCree
Air Force Recruiting Service

The new AFRS web site's goal is to make life easier for the recruiter and support staff, and this is apparent in the scouting program module.

This module changes a month-long process of mailing letters and certificates from the parent to the public affairs NCO then the recruiter to a web submission by a parent or scout master that quickly gets to the recruiter.

Parents or scouting representatives begin the process, by going to the web site homepage and clicking on the Scouting Program link.

Once on the Scouting Program page, they can view information about the program and click the box labeled Parent Application or Scouting Rep Application.

After making their selection, they fill out a short application and the form is routed through the Internet to one of two recipients — the local recruiter or HQ AFRS/PA.

The local recruiter receives the electronic application if the parent or scouting representative electronically files the application in a reasonable amount of time before the scout's Court of Honor date.

HQ AFRS/PA receives the application and mails the certificate directly to the scout if there is not a reasonable amount of time for the recruiter to attend the scout's Court of Honor.

All scouts that earn their Eagle Scout or Girl Scout Gold Award are eligible for the U.S. Air Force Certificate of Recognition.

If you have any questions about the Scouting Program please contact your squadron PA NCO.

Web makes educator tour nominations faster, easier

**By Staff Sgt. John Asselin
Air Force Recruiting Service**

One of the larger programs in Air Force Recruiting Service is the Distinguished Educator Tours, and the new web site is helping to make the nomination process faster and easier.

The site simplifies the educator tour nomination process by using built-in routing capabilities that eliminate the need for recruiters to fax nominations to squadron public affairs NCOs, and PA NCOs to fax them to AFRS/PA. The web-based nomination form is processed electronically and filed for easy access and retrieval at headquarters.

When a recruiter fills out a nomination form, it is automatically routed to the squadron PA NCO. The PA NCO reviews the form and decides whether to accept or decline the nomination. If accepted, the form is routed to AFRS/PA.

At headquarters, the nomination is accepted or declined. Accepted nominations are routed back to the squadron PA NCO for more detailed information such as Social Security number and meal choice for the COI dinner. This information is then routed

back to AFRS/PA. If a nomination is declined at any level, the system notifies all parties involved of the action.

A person is not necessarily selected to be a guest on the tour if they make it through the entire process on the web.

Presently, the educator tour module only replaces the nomination process. Selection of primary and alternate guests will be done the old way, with the PA NCOs, squadron commanders and AFRS/PA using the information from the web site nominations and jointly determining the most eligible educators.

The new web site educator tour module also allows recruiters to nominate year-round. Although the four educator tours are still held between January and March, nominations can be made any time of the year.

The educator tour module is open and ready for business. There's no need for a fax cover sheet, and the web-based system is faster and easier to use. Start nominating today so we can get educators working for you.

Registration makes new web site work

By Staff Sgt. John Asselin
Air Force Recruiting Service

Walk into the office, turn on the computer and sit down to read what's going on around the squadron. The web site knows who you are and where you work. It's not magic; it's the result of proper registration.

Individual registration and log in at the new Air Force Recruiting Service web site provides the infrastructure that will improve communication flow, and save recruiters and support staff time and effort in many of their daily tasks. Registration identifies a person with their squadron and duty title, which opens specific areas of the site to them.

For example, when a person from the 333rd Recruiting Squadron registers, they will begin receiving news from their squadron. They won't receive news from other squadrons, however, if they are not registered, they also won't get their own squadron's news.

Registration also affects some other modules on the web site, like Distinguished Educator Tour nominations.

Street recruiters can only nominate someone through the web site if they are registered. Users must register in order to take full advantage of the timesav-

ing amenities the web site offers.

To register, visit the main page at www.afrecruiting.com and click on the "Register with AFRS" link. This takes you to an electronic registration form. The form is quite detailed and asks for a lot of information. The information can be used for future personnel modules. For example, future modules could be built for recall rosters. The information will be protected, and only people authorized to view the information will have access. The entire process takes less than 10 minutes to complete. After registering, users log in using their e-mail address and password and have full access to the web site.

Registration, along with the rest of the web site, is built for expansion. Present modules that require registration include Distinguished Educator Tour nominations and the Recruiter Assistance Program, and AFRS plans on producing many more. More modules for personnel or training processes are in the works and the system is flexible enough that new ideas can easily become reality.

If you haven't already done so, register today. Ten minutes of your time will reward you with easy access to squadron news and a variety of time saving web site modules that will leave you more time for recruiting.

Web site offers New news source

**By Staff Sgt. John Asselin
Air Force Recruiting Service**

The Air Force has many ways of distributing information – newspapers, e-mail, and commander’s calls. However, because of the geographical separation between recruiters and their commanders, these traditional methods often aren’t as effective in Air Force Recruiting Service.

The new AFRS web site, www.afrecruiting.com, is working to tackle this challenge with the “Newsroom.” It works to get news and information to recruiting service members internally, and externally to the American public.

The first part of the “Newsroom” that most people will notice is “Unit News.” After logging on, “Unit News” pops up at the top of the home page. This area is used for routine notices that would normally clog e-mail traffic – retirement announcements, promotions, blood drives and picnics. This saves recruiters using dial-up Internet service the time and effort of downloading and wading through a flood of announcement e-mails. The web page shows a headline for each announcement with a link to the full text. If the announcement is not of use to the user, they don’t have to download. Each squadron, group and Headquarters AFRS have their own “Unit News” and users will only be able to see the announcements from their unit.

The “Internal Stories” section is found on the left navigation bar under “Newsroom.” It is for articles that would normally go in a unit newsletter or newspaper. Examples include articles about work-

place and recreation safety, best practices and recognition of unit members. Squadron public affairs NCOs have access to post information to this area, but all members will be able to read the articles.

Another section of “Newsroom” is “News Releases.” News releases are intended for the outside media.

Encourage your local media to frequently check the “News Releases” section for possible story ideas. Another public release section is “Stock Photos.” This area has AFRS-related photos ready for use by the media. Recruiters in the field may submit photos to their squadron PANCO for possible inclusion in this section. Both areas are designed to get the recruiting service story to people outside the military.

Two recognition areas are “Featured Recruiter” and “DEP Spotlight.” Both areas have a photo and short biographical sketch of the featured person. The areas will rotate between featured people loaded into the system, and can be updated by the squadron PANCO. The “Featured Recruiter” is available on the main log in page, and “DEP Spotlight” is under the “Delayed Entry Program” section on the left navigation bar.

The final two areas are “Key Messages” and “Statistics.” Both areas answer questions often asked by the media and the public about Air Force recruiting. These areas are updated as new information becomes available.

The Newsroom can be an efficient vehicle for unit information, but it needs the help of the users; get into the habit of visiting the Newsroom and you’ll start thinking of it as your link to the rest of AFRS.

What's news?

- **Unit news**
- **Internal stories**
- **News releases**
- **Stock photos**
- **Key Messages**
- **Statistics**
- **DEP Spotlight**
- **Featured Recruiter**

GOAL!

AFRS exceeds 2002 goal, ready for 2003

After completing its most successful recruiting year in almost two decades, the Air Force has renewed its fight to recruit enlisted airmen, doctors, nurses and engineers to fill critical positions in fiscal year 2003.

The Air Force achieved 102 percent of its fiscal year 2002 enlisted recruiting goal bringing a total of 37,967 airmen to Air Force active duty against a goal of 37,283. Almost 99 percent of those enlisting this year are high school graduates and many have college credit.

"We had a phenomenal year for enlisted recruiting," said Brig. Gen. Edward A. Rice Jr., commander of Air Force Recruiting Service. "Our front-line recruiters worked hard to recruit some of the most highly qualified young men and women this great country has to offer."

General Rice attributed the recruiting success this year to several specific factors. "We increased the number of Air Force recruiters, offered enlistment bonuses and continued to

"Our front-line recruiters worked hard to recruit some of the most highly qualified young men and women this great country has to offer."

- Brig. Gen. Edward A. Rice Jr.

aggressively market and advertise the Air Force to America's youth. But the real key to success has been hard work," General Rice said.

Competition in the marketplace for healthcare professionals and engineers, however, continues to be a big challenge for the Air Force. "Air Force accessions for physicians, nurses and technical professionals continue to fall short of Air Force requirements," General Rice said. The general stated AFRS would continue to focus its efforts on officer accessions in these key areas and work exceptionally hard to make up some lost ground early in the new

fiscal year.

Air Force Recruiters have been working for months to recruit young men and women to meet the fiscal year 2003 enlisted requirements. "When we met our enlistment contract goal of 37,283 on May 2, the earliest in more than 15 years, recruiters immediately set their sites on next year's anticipated goal of more than 37,000," said Col. James "Doc" Holaday, chief of AFRS Operations Division.

Colonel Holaday added that AFRS began the new fiscal year with more than 50 percent of the enlistment contracts already signed for the upcoming year.



New service dress nametag

Air Force Chief of Staff Gen. John P. Jumper and other senior leaders selected a new nametag for the service dress uniform at the 2002 Corona Top conference in Colorado Spring, Colo.

The new service dress nametag has a brushed satin finish and blue letters. It is slightly larger and heavier than the blue plastic nametag worn on the blue shirt. It will only feature the wearer's last name and will only be worn on the service dress, on the right side parallel to the ribbons and medals

The new nametags will be available in Army and Air Force Exchange Service military clothing sales stores at a future date when stocks become available.

Motorcycle safety

To help curb a sharp increase in motorcycle fatalities, the commander of Air Education and Training Command has directed all units to adopt the following initiatives:

- Establish motorcycle mentorship programs,
- Circulate motorcycle safety read files,
- Establish motorcycle logos or patches to build esprit de corps. More information on motorcycle safety can be found at <https://www.aetc.af.mil/se2/safety/ground/index.htm>.

Combined Federal Campaign

The Combined Federal Campaign runs through Oct 22.

The CFC is an avenue through which all federal employees can



What's in a name?

Air Force Chief of Staff Gen. John P. Jumper and other senior leaders selected a new nametag for the service dress uniform.

voluntarily express their concerns for others by donating to local, state, national or international charities. Employees have the right to contribute or not contribute – donations are 100 percent voluntary. Contact the squadron CFC manager for more information.

Pay information

The Defense Finance and Accounting Service Employee/Member Self-Service system has been expanded to allow greater access to pay information and more changes to pay records. The new enhancements provide more options to employees, are user-friendly and help give employees more control over their pay information.

A customized PIN is required to use the E/MSS system. Those needing PINS may request new PIN letters at the E/MSS home page at <http://www.dfas.mil/emss/>. This letter is mailed to the address

on file with the pay system.

SECDEF's new defense

New threats call for a new approach to defense and highlight the need to transform the nation's armed forces "now," Defense Secretary Donald H. Rumsfeld told the president and Congress in his annual report.

Prior to the terrorist attack, Secretary Rumsfeld noted, defense officials had already completed the Quadrennial Defense Review and were fashioning a new approach to defense. That included a new defense strategy, replacing the two major theater war construct, and revitalizing the missile defense program free of the constraints of the Anti-Ballistic Missile Treaty.

For more about Secretary Rumsfeld's annual report, visit <http://www.defenselink.mil/execsec/adr2002/index.htm>.

BEST PRACTICES

Recruiter's Toolbox

ROOKIE TRAINING CAMP -

Provided a three-day training course for recruiters assigned within the past 12 months. Marketing and public affairs conducted interviews with airmen from the First Term Airman Center posing as applicants for role-playing. TSgt Patrick Murphy, 314th RCS, (609) 239-4909

COMMUNITY SUPPORT -

Focus on offering community support when holding media visits along with PSAs. Many stations do not play PSAs, but have community events. Offer to participate in their events, using marketing tools such as the mini-jet or the ROVer. TSgt Patrick Murphy, 314th RCS, (609) 239-4909

THIRD PARTY QUESTIONING -

Flight chief reviews checklist with all applicants before going to MEPS. Applicants often develop a rapport with their recruiter and keep things to themselves so they won't disappoint their recruiter. A third party can sometimes get more truthful answers. TSgt Jeff Young, 336th RCS, (478) 929-2232

NEW RECRUITERS

are given training on the proper procedures for TDY vouchers, out-of-pocket expenditures, COIs, and average turn around time for payments. This provides new members a smooth transition into Air Force Recruiting Service. TSgt Fred Bowers, 319th RCS, (603) 433-3935

"RISING SIX" ADVISORY

COUNCIL was recently developed and is comprised of unit E-6s and below. The council assists in morale and mentorship and gives the leadership a "grass roots" view of the unit. SMSgt Charles Matthews, 331st RCS, (334) 416-4073

LINKED SPREADSHEET -

Squadron created a spreadsheet to show how many DEPPers for any AFSC were ready to quick ship or move up. It contains the names and availability dates for all DEPPers, and saves many EAD losses. SMSgt Jeff Sherrill, 333rd RCS, (321) 494-3521

ROTC/AFA APPLICATIONS -

Recruiters use high school computer labs to walk students through the application process. Guidance counselors agree it is best for the students to apply for as many scholarships as possible. MSgt Mike Wright, 332nd RCS, (615) 855-3198

MONTHLY AWARD -

New monthly flight award is presented at flight meetings to all recruiters that have a monthly goal of at least two and attain 200 percent or higher. Morale and teamwork has increased as everyone strives to receive the "Gladiator got guts award." MSgt Ronnie Giles, 344th RCS, (915) 691-9419

OFFICER ACCESSIONS WEB

SITE - Available jobs for all OA programs are posted on "Michigan Works" – the state's premier employment web site. Postings include physician, nurse, pharmacy and engineering jobs. TSgt Lance Pittman, 339th RCS, (586) 463-8599

PJ/CCT CHALLENGES

are set up through the squadron at local health clubs, YMCA or universities. Recruiters place posters throughout zone and use local radio remotes to encourage people to try out. SSgt David Music, 332nd RCS, (615) 889-0115

PJ/CCT MARKET -

Recruiter contacted several triathlon events and set up booths to hand out Air Force literature. Recruiters were also placed at halfway points to hand out water bottles during the race. SMSgt Fred Wilkes, 347th (414) 944-8662

PRIMARY AFSCs

for each recruiter are kept on file by the squadron trainer. This list is used to help solidify sales to individuals who reserved those jobs, and want more information on what they would be doing in that AFSC. TSgt Dan Allen, 333rd RCS, (321) 494-3518

1st Lieutenant



Andrew Jastrzembski

HQ AFRS

Senior Master Sergeant



McKinley Thomas Jr.

317 RCS

Michael Degroot

367 RCS

James Martin

369 RCS

Master Sergeant



Anthony Aubrey

HQ AFRS

Tina Bellamy

HQ AFRS

Steven Hall

311 RCS

Kenneth Harrington Jr.

313 RCS

Alvin Garcia

317 RCS

Guy Hale

317 RCS

Pamela Gonzales

319 RCS

John Wasson

330 RCS

Mark Bradford

333 RCS

William Anderson

336 RCS

Clark Elliot

338 RCS

Larry Coffey

341 RCS

James Johnson

341 RCS

Joseph Raggette

341 RCS

John Cocchiarella

342 RCS

Larinda Meyer

368 RCS

Technical Sergeant



Keith Gerhard

314 RCS

Paul Hardy

319 RCS

Paul Seippel

319 RCS

Robert Conklin

330 RCS

Amy Cost

330 RCS

John Savage

332 RCS

Brian Bridgers

333 RCS

Brian Fister

333 RCS

Cheryl French

336 RCS

John Underwood Jr.

338 RCS

Amy Jo McKay

343 RCS

Michael Sharp

343 RCS

Thomas Wright

344 RCS

Christopher Ury

345 RCS

Christopher Thode

361 RCS

Paul Casto

364 RCS

Chris Williams

364 RCS

Matthew Green

369 RCS

Staff Sergeant



James Amrozowicz

313 RCS

Daniel Sherlock

319 RCS

Brian Ellison

332 RCS

Michael Bach

333 RCS

Joshua Harbin

333 RCS

Luis Montero

333 RCS

Mark Miller

338 RCS

Derek Griffin

339 RCS

Jermaine Jackson

339 RCS

Steven Livingston

341 RCS

William Harris

344 RCS

John Joseph Jr.

344 RCS

Robert Robinson

345 RCS

Phillip Banton

347 RCS

Clinton O'Leary

362 RCS

Charles Sparrow

364 RCS

Brett Wagoner

364 RCS

Dean Witt

368 RCS

Josette Jimeno

369 RCS

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Next month in Recruiter

